

DIVISION OF WORKFORCE DEVELOPMENT

Steven A. Kraus
Interim Director

May 2, 2005

DWD ISSUANCE 07-04

Subject: Program Year 2005 (PY '05)/Fiscal Year 2006 (FY '06) Career Assistance Program (CAP) Allocations to Local Workforce Investment Boards (LWIBs).

1. **Purpose:** To provide funding information for completion of the Planning Budget Summaries for the Local Workforce Investment Area for PY '05/FY '06 CAP funding.
2. **Substance:** **Attachment 1** provides the PY '05/FY '06 CAP and state of Missouri General Revenue (GR) fund allocations.

Attachments 2 and 3 are revised Planning Budget Summaries for CAP and GR funds to be used to budget funds included in this Issuance.

3. **Action:** This information should be used to develop the Planning Budget Summaries for funding as identified and included in Attachment 1. ***The LWIB should prepare and submit Planning Budget Summaries as soon as possible. A fully signed contract agreement or contract revision including these funds and approved Planning Budget Summaries must be on file with DWD before the release of requested funds by DWD.***

The LWIB is reminded that for any budget line item transfer requested, such transfer may be made on the Contract Progress Report with the original signature approval of the LWIB Chairperson.

4. **Contact:** Please contact Rita Holtmeyer at (573) 751-5219 if you have any questions regarding the calculation of the PY '05/FY '06 CAP allocation

Steven A. Kraus, Interim Director

SAK/RH

Attachments

- c: DWD Administration Team
 DWD Central Office Managers
 Regional Managers
 WIB Chairs
 WIB Contacts